



CAREER OPPORTUNITY: Recreation Bus Driver Senior Recreation Center



The City of Wylie (pop, 44,000) seeks an experienced Bus Driver for our Senior Recreation Center. Located outside of Dallas, Texas between the cities of Plano and Rockwall, we strive to be an employer of choice with outstanding benefits and a professional working environment. The City of Wylie was recognized in 2005 and 2014 by the Dallas Business Journal as one of the top "Best Places to Work" in D/FW and received the #19 out of 100 ranking for "Best Places to Work" by the Dallas Morning News in November, 2011.

SALARY: \$12.02 per hour
FULL TIME: No-Part Time Only

JOB SUMMARY:

Under the general supervision of Wylie Senior Recreation Center's Recreation Supervisor, the Recreation Bus Driver for Senior Programs works in partnership with other employees, departments/divisions, external entities and the public to deliver effective and innovative recreation services. The Recreation Bus Driver for Senior Programs provides bussing services for the Senior Recreation Center. This is accomplished by driving, providing transportation services and maintaining vehicle maintenance records. The ideal candidate should have a proven record of providing transportation services for recreational programs with an emphasis on programs for participants age 55 years and older.

REQUIREMENTS:

No experience required. Experience in driving large vehicles and transporting program participants preferred. Experience with senior recreation programs preferred. Basic reading: ability and desire to recognize meaning of common two- or three-syllable words. Basic math: ability and desire to perform the four basic arithmetic operations. Basic writing: ability and desire to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses. Hours of work: flexible general weekday office hours. Able to work some evenings, weekends and overnight for special events, programs, and trips. Must pass pre-employment drug screening, physical and criminal background checks. Work requires the ability and desire to read and understand written instructions, to understand simple processes and the routine operation of machines. Level of knowledge is equivalent to less than high school or equivalency. CPR, First Aid, and AED within six months of hire; valid driver's license. Physical strength required: exerting 20-50 pounds occasionally, 10-25 pounds frequently, or up to 10 pounds constantly.

TO APPLY:

Visit our website at www.wylietexas.gov to print an application. Submit your application, resume and cover letter, stating why you are the ideal candidate for this position. All three documents are required to apply. Send your information to: Human Resources, City of Wylie, 300 Country Club Road, Wylie TX 75098 or email to jobs@wylietexas.gov. If you have questions or would like additional information, please call 972-516-6040.